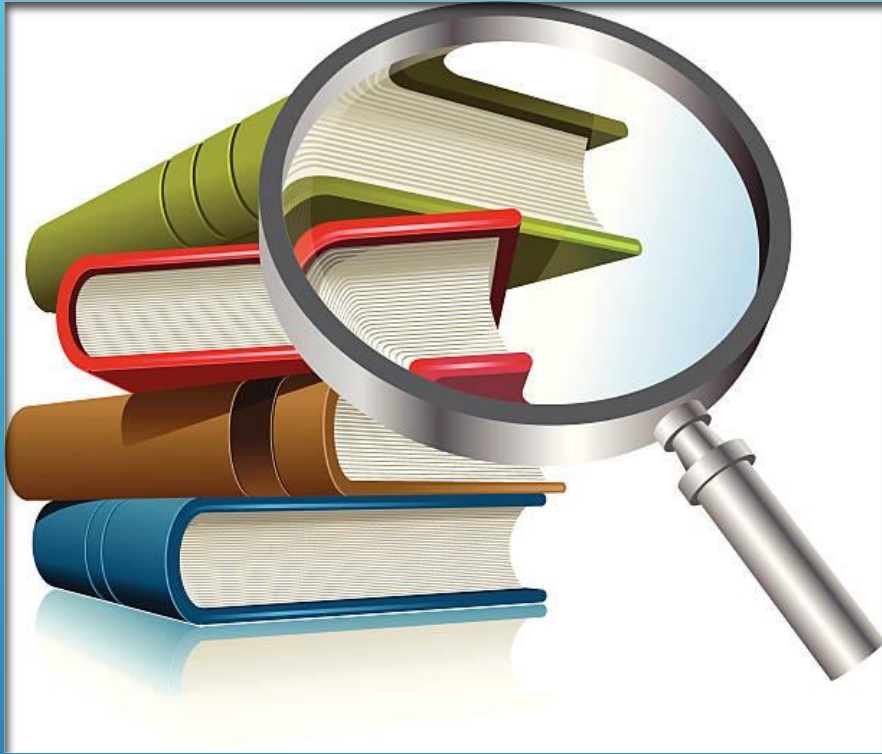




UNEMPLOYMENT COMPENSATION FOR FEDERAL EMPLOYEES (UCFE)

2020



- ▶ 20 CFR Part 609
- ▶ wdr.doleta.gov/directives/ET-Handbook.cfm
 - ▶ ET Handbook 391
 - ▶ ET Handbook 401
- ▶ wdr.doleta.gov/directives
 - ▶ UIPLs 20-99(cancelled), 29-00, 47-01, 07-13

REFERENCE

Logged into UI-ICON

Applications:

- » [Web Portal](#)
- » [UImail](#)
- » [UI-ICON Info](#)
- » [ClaimsTaking Handbook Read-only User](#)
- » [Overpayment Handbook Read-only User](#)
- » [UI-ICON Program Management Office](#)
- « [Logout](#)

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Material contained in the UI-ICON.org web site is considered proprietary and confidential. Unauthorized distribution is strictly prohibited. If you have any questions, concerns, or comments about the UI-ICON.org web site, please contact the [Administrator](#)

UI-ICON INFO Website:

uiaccts.ui-icon.org

UCFE System User Guide

FCCC TYPE 1-6 DATA ENTRY USER
GUIDE

REFERENCES

UI-ICON Login

UI-ICON Login:

Login or Website Support: 1-800-327-9250 (Option 2) helpdesk@uisupport.org

User ID:

Password:

- » [Create New Account](#)
- » [Upgrade Account](#)
- » [Forget password?](#)
- » [Need Help?](#)

REFERENCES

UI-ICON Login

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User ID:

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- » [Upgrade Account](#)
- » [Forget password?](#)
- » [Need Help?](#)

UI-ICON Account

Upgrade Account:

User ID:

Add Account Type:

- WIC2
- FCCC Type 1-6 Data Entry Add/Edit
- UI-ICON Info
- Military-State Data Exchange

REFERENCES

Upgrade to add UI-ICON INFO Website, use the Upgrade Account feature. Once approved and email will be sent to you with instructions.

Main menu

- My account
- Contact Us
- 2018 Boot Camp
- 2019 Boot Camp
- 2019 Training Schedule
- Acronym List
- **Application Info**
- ETA
Handbooks/Directives
(UIPLs etc)
- IB Subcommittee
- IPC/FPC Info
- IRORA
- UI Modernization
- Web Services
- Log out

UI-ICON Links

- UI-ICON Web Portal
- Change Password

Home

Application Info

- CWC 02-12
- FCCC Exceptions Web
- FCCC Request Entry Web
- FECA-UI Crossmatch
- FSDES
- HCTC
- ▶ Handbooks
- IB13
- IB14
- IB4
- IB5
- ▶ IB6
- IB8606
- IBIQ
- INSW
- Interstate Crossmatch
- LADT
- MSDES
- Reemployment Crossmatch
- SID
- SWIS
- UCFE / UCX

Main menu

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UI-ICON Links

- UI-ICON Web Portal
- Change Password

Home » Application Info

UCFE / UCX

Attachment

- Revised Response 960 byte record layout 08-16-13.pdf
- Revised Request 160 byte record layout 12-17-14.pdf
- UCFE Wage Assignment Calculator_Update Jan 24, 2013.pdf
- UCFE Install Guide.pdf
- UCFE System User Guide.pdf
- UCFE User Webex May 2018.pdf
- UCFE IT Training 2018.pdf
- UCX Decision Tree rev Oct 2018.pdf
- 2017 Boot Camp UCFE IT.pdf
- UCX UCFE & FCCC Basic 101 Training Oct 2019.pdf
- UCFE Non Model Code Guide.pdf
- UCX-UCFE FCCC CURRENT Design Guide V1.6.pdf
- UCX Detailed Billing Directory 2020 5 7.pdf

REFERENCES

► Wage Assignment Calculator

Congratulations!

You have arrived at the new UCFE Wage Assignment Calculator. The appropriate text from 20 CFR 609.8 (b) will be highlighted when a given scenario matches the parameters set forth in 20 CFR 609.8 (b).

UCFE Wage Assignment Calculator	
State of Residence:	Choose ▾
State of Last Official Duty Station:	Choose ▾
Subsequent Covered Employment-State of Residence?	Yes <input type="checkbox"/> No <input type="checkbox"/>
State of Assignment for UCFE wages:	Incomplete

20 CFR 609.8 (b)

(b) Assignment of service and wages. (1) An individual's Federal civilian service and Federal wages shall be assigned to the State in which the individual had his or her last official station prior to filing a first claim unless:

- (i) At the time a first claim is filed the individual resides in another State in which, after separation from Federal civilian service, the individual performed service covered under the State law, in which case all of the individual's Federal civilian service and wages shall be assigned to the latter State; or
- (ii) Prior to filing a first claim an individual's last official station was outside the States, in which case all of the individual's Federal civilian service and Federal wages shall be assigned to the State in which the individual resides at the time the individual files a first claim, provided the individual is personally present in a State when the individual files the first claim.

If you have questions about this application, please contact your USDOL region.

REFERENCES

- ▶ The Unemployment Compensation for Federal Employees (UCFE) program provides unemployment compensation benefits to former Federal civilian employees who qualify
- ▶ State Agencies through an agreement with the United States Department of Labor (USDOL) determine eligibility for UCFE benefits based on applicable State unemployment laws.
- ▶ The UCFE ICON Application allows for the exchange of information between States and Federal Agencies regarding wage and separation information.

WHAT IS UCFE ?

- ▶ The UCFE program exists because Federal wages are not reported to the State wage record database. It allows the States to access Federal Civilian wage and separation information
- ▶ Federal wages are assignable to the State of the official duty station unless there is a subsequent covered-employment in the state of residence or the claimant's official duty station was outside of the United States.
- ▶ Like regular in-state covered wage, once the wages are assigned, they may be transferred to another state.

WHAT IS UCFE ?

- ▶ Federal Agencies are not directly connected to the ICON network. The ICON Hub transfers the requests and responses between the Federal Agencies and the ICON network and to and from the States
- ▶ The UCFE ICON application allows for data entry and viewing of ETA 931 Request for Wage and Separation Information, 931A Request for Separation Information and 934 Request for Additional Information.
- ▶ Viewing of ETA 931, 931A and 934 Responses
- ▶ Request to update or add to the Claims Directory of Federal Agencies.

WHAT IS UCFE?

- ▶ The Federal Claims Control Center (FCCC) is used to determine whether Federal wages are used, available, and allows a state to take assignment of the wages in the establishment of a benefit year
- ▶ States are responsible for submitting Type Records to the FCCC. Failure to do so, may result in duplicate claims in multiple states.
- ▶ The State of assignment is not final until a benefit year is established. A Federal Claims Control record is maintained for each UCFE claim to prevent duplicated use of UCFE wages and improper payments

UCFE AND FCCC

UCFE/UCX RECORD TYPES

Type of Record	Event	When to Use
Type 1 – Initial Request for Wage & Separation Information	Claim Filed	Each time a UCFE/UCX claim is filed
Type 2 – UCFE or UCX or Joint Claim Control	Benefit Year Established	Each time a benefit year is established using UCFE, UCX or a combination of both types of wages.
Type 3 – Wage Assignment Only	Benefit Year Established – Lag Period Wages	When a UI benefit year is established with causes the assignment of lag period UCX or UCFE wages. When a benefit year is established under another state’s law which causes a wage assignment in your state.
Type 4 – Cancellation of Type 2 Claim Control	Cancellation of Control Record	When a benefit year that caused an assignment is canceled.
Type 5 – Cancellation of Type 3 Wage assignment Only Control	Benefit Year Cancelled using Lag Wages	When a benefit year that caused an assignment is canceled.
Type 6 – Cancellation of UCX Pending Record	Withdrawal of UCX Claim or Erroneous Information Caused Pending Record	When a UCX claim is withdrawn or canceled, or when erroneous information (e.g. incorrect separation date on the Type 1 record) caused an erroneous pending record to be created.

UCFE AND TYPE RECORDS

- ▶ Each time a new initial claim for benefits is filed involving Federal wages a record must also be sent to the Federal Claims Control Center (FCCC)
- ▶ Creation of the FCCC Type records is within the FCCC application and is not handled by the UCFE application. These are separate applications.

UCFE INTERACTION WITH FCCC

- ▶ Every submission will receive a response. **FCCC responses must be read before benefit year is established.**
 - ▶ Responses must be reviewed to ensure the record was accepted and to determine the response.
 - ▶ **If a Type 1 record was accepted and appears not to get a Type 1 response, the response may be a Type 2, indicating the wages are used.**

FCCC RESPONSES

FCCC Requests			
FCCC Type	Send Date	Response Date	Status
Request Type 1 - File Claim	10/29/2020 01:44 PM		Sent
Request Type 1 - File Claim		07/09/2020	Received

- ▶ ETA931 Request for Wage and Separation Information
- ▶ ETA931A Request for Separation Information
- ▶ ETA934 Request for Additional Information
- ▶ View Outgoing Requests
- ▶ View Incoming Requests
- ▶ View Directory of Federal Agencies

UCFE MENU OPTIONS

- ▶ The Federal Directory is maintained by USDOL
- ▶ The Directory of Federal Agencies is arranged by a 3-digit Federal Identification Code (FIC) and a 4-digit Destination Code
- ▶ States are allowed to add a new Federal Agency address or change an existing a Federal Agency address.
- ▶ All add/changes are sent to USDOL for approval (with supporting information)
- ▶ USDOL approved address adds/changes are distributed via IB13's
- ▶ Each State must process incoming IB13s to update their in-state copy of the Directory of Federal Agencies

UCFE-FEDERAL DIRECTORY

- ▶ The Directory includes:
- ▶ Ability to search and view the Federal Directory
- ▶ Federal Agency Name, Address, Contact Information

UCFE-DIRECTORY OF FEDERAL AGENCIES



- ▶ After entering the FIC and Destination and all other required fields on a 931, 931a or 934, if the FIC and Destination exists in the Directory of Federal Agencies, the Federal Address Review Screen will display with the address information
- ▶ If the FIC and Destination does not exist, a screen will display with only the FIC and Destination fields from the 931, 931A or 934.
- ▶ Review the address information and make any necessary changes or additions

FEDERAL ADDRESS REVIEW

02/01/18
13:14

ICON PROJECT SYSTEM
UCFE FEDERAL ADDRESS VIEW

FIC: 410 DESTINATION: 0001

NAME: DEPARTMENT OF THE TREASURY

COMPONENT: ALCOHOL AND TOBACCO TAX AND TRADE BUREAU

ADDRESS 1) UC EXPRESS

2) P.O. BOX 66945

3)

CITY: ST. LOUIS

STATE: MO POSTAL CODE: 63166-4965

COUNTRY: USA

CONTACT: CAROLE SCHULER OTHER PROCESSING: A

PHONE: (800) 366 - 6660 EXT: 2690 DELIVERY IND: 1

USE BEGINNING: / / LAST UPDATED: 09/28/2008

PF4=CANCEL PF7=BACK PF8=FORWARD

Delivery Indicators

1 = Electronic Wage Request
& Separation Information

2 = Electronic Wage Request
& Paper Separation Info

3 = Paper Wage Request and
Separation Information

- ▶ Notice the delivery indicator needs to be used to determine if the request is sent electronically or mailed

UCFE-DIRECTORY OF FEDERAL
AGENCIES

- ▶ There is the model code version with very limited sort/search capability,
- ▶ An Excel spreadsheet is distributed to allow states to search on multiple fields, and
- ▶ Individual states may have converted the central directory to another format based on the modernized state system.

NOTE: Future plans at the ICON hub are to have an enhanced version of the directory available on FSDES to improve the search capability/flexibility significantly.

FEDERAL DIRECTORY

Participating Federal agencies pick up their requests and return responses electronically

Non-participating Federal Agencies requests are printed and mailed by the State Agency to the Federal Agency. When a hardcopy form is required, the system will retrieve the Agency's address from the Directory of Federal Agencies and include it with the request for information

UCFE PARTICIPATION



20 CFR 609.8 (b)

(b) Assignment of service and wages. (1) An individual's Federal civilian service and Federal wages shall be assigned to the State in which the individual had his or her last official station prior to filing a first claim unless:

(i) At the time a first claim is filed the individual resides in another State in which, after separation from Federal civilian service, the individual performed service covered under the State law, in which case all of the individual's Federal civilian service and wages shall be assigned to the latter State; or

(ii) Prior to filing a first claim an individual's last official station was outside the States, in which case all of the individual's Federal civilian service and Federal wages shall be assigned to the State in which the individual resides at the time the individual files a first claim, provided the individual is personally present in a State when the individual files the first claim.

Congratulations!

You have arrived at the new UCFE Wage Assignment Calculator. The appropriate text from 20 CFR 609.8 (b) will be highlighted when a given scenario matches the parameters set forth in 20 CFR 609.8 (b).

UCFE Wage Assignment Calculator	
State of Residence:	<input type="text" value="Choose"/>
State of Last Official Duty Station:	<input type="text" value="Choose"/>
Subsequent Covered Employment-State of Residence?	<input type="checkbox"/> Yes <input type="checkbox"/> No
State of Assignment for UCFE wages:	<input type="text" value="Incomplete"/>

20 CFR 609.8 (b)

(b) Assignment of service and wages. (1) An individual's Federal civilian service and Federal wages shall be assigned to the State in which the individual had his or her last official station prior to filing a first claim unless:

(i) At the time a first claim is filed the individual resides in another State in which, after separation from Federal civilian service, the individual performed service covered under the State law, in which case all of the individual's Federal civilian service and wages shall be assigned to the latter State; or

(ii) Prior to filing a first claim an individual's last official station was outside the States, in which case all of the individual's Federal civilian service and Federal wages shall be assigned to the State in which the individual resides at the time the individual files a first claim, provided the individual is personally present in a State when the individual files the first claim.

If you have questions about this application, please contact your USDOL region.

RESPONSIBILITY

Rules for UCFE State of Assignment-(20 CFR 609.8)

- ▶ Residence
- ▶ Subsequent covered employment
- ▶ Last Duty Station

RESPONSIBILITY



- ▶ Filing State/Paying State may not be the State of assignment
 - ▶ When this occurs, the paying state must send an IB4 request for transfer of wages to the State of Assignment/Transferring State
- ▶ IB4 to State of Assignment requesting the transfer of wages, with comments
 - ▶ The comment must include the request is for Federal Wages
 - ▶ States with an automated IB4 response, may have systems that search their own wage records. However Federal Wages are not in the state system. This would avoid a “no wages found” response

RESPONSIBILITY

- ▶ The transferring state will use the UCFE system to request the federal civilian wage and separation information and then complete the IB4 response to the paying state
- ▶ If the filing state is not the state of assignment and you have problems getting a transferring state to transfer UCFE wages to you on an IB4 response, work with the FPC in the transferring state.

RESPONSIBILITY

- ▶ The UCFE System allows a user to enter data for a 931,931A and 934 request. In addition it allows a user to view outgoing request that were previously entered and view incoming responses from federal Agency.
- ▶ Allows the user to view the Directory of Federal Agencies.
- ▶ The screen shots used in the following slides may look different, however function the same.

UCFE SYSTEM

12/30/17

UCFE SUPPORT SYSTEM

10:10

TC-ETA931 REQUEST FOR WAGE AND SEPARATION INFORMATION

OPTION: 1 SSN: __ - __ - __ OFFICE: __

CREATION DATE: 12 / 30 / 15 DATE CLM TAKEN: __ / __ / __

EFF DT: 00 / 00 / 00

NAME: FIRST: _____ MI: _ LAST: _____

BASE PERIOD: EX? _ BEGINS: __ / __ / __

WAGES ONLY: _

FIC: __ DESTINATION: __

ENTER=ADDRESS SCREEN PF1=HELP PF3=SEND PF4=CANCEL PF9=NEW CLAIM

FE009 - ENTER DATA AND THEN PRESS THE ENTER KEY

- ▶ Request for Wage/Separation Information
- ▶ By entering the FIC/Destination the system will pull information from your in-state copy of the Federal Directory to complete several required fields such as: Agency Name, Component, Address, etc.
- ▶ Requests must be entered for all Federal Agencies as everything must be sent through the ICON HUB.
- ▶ Requests for non-participating agencies must be printed in-state for mailing,
- ▶ Required Data Entry Fields
- ▶ Option (something must be entered here)
 - ▶ 0=Return to Main Menu
 - ▶ 1=Enter 931 Request
 - ▶ 4=View Outgoing Requests

ETA 931

- ▶ SSN
- ▶ Date CLM Taken (date claim was taken MM/DD/YY)
- ▶ EFF DT (Effective date MM/DD/YY)
- ▶ First (Claimant's first name)
- ▶ Last (claimant's last name)
- ▶ Begins (Base Period Begin Date (MM/DD/YY))
- ▶ FIC (Federal Identification Code)
- ▶ Destination (Destination Code indicator for Federal Agency)

REQUIRED FIELDS

02/01/18 TC-ETA931 EMPLOYER RESPONSE
 11:46

SSN: 001 - 01 - 0001 SEQ: 01 FIC: 445 DEST: 0013 EFF DATE 01 / 07 / 2018

RECEIVED DATE: 01 / 12 / 2018 RESPONSE CREATE DATE: 01 / 11 / 2018
 NAME: FIRST: MICHAEL MI: K LAST: BROWN
 BASE PERIOD BEGINS: 10 / 01 / 16 SEPARATION DT: 09 / 30 / 2017 REASON: 2

OFFICIAL DUTY STATION: PA PERFORMED FEDERAL SERVICE: Y

SEVERENCE PAY: N ANNUAL LEAVE: N

YEAR/QTR: 20164 20171 20172 20173 20174 20181 20182
 WAGES: 2208.84 12547.26 13342.94 13235.13
 WKS WKD: 00 05 13 13 13 00 00
 HRS WKD: 0000 0000 0000 0000 0000 0000 0000

PF4=END PF8=NEXT

- ▶ Add image slide 18&19
- ▶ The wages/weeks and hours worked appear on a 931 response
- ▶ Employer responses may include severance, annual leave and pension information

02/01/18 TC-ETA931 EMPLOYER RESPONSE
 13:01

SSN: 001 - 01 - 0001 SEQ: 01 FIC: 445 DEST: 0013 EFF DATE 01 / 07 / 2018
 NAME: FIRST: MICHAEL MI: K LAST: BROWN

SEVERENCE: BEG: 00 / 00 / 0000 END: 00 / 00 / 0000
 SEVERENCE PAY: AMT: DATE PAID: 00 / 00 / 0000
 ANNUAL LEAVE: NUM DAYS: 000 AMT: DATE PAID: 00 / 00 / 0000
 MONTHLY PENSION AMT: EXPLANATION OF SEP:

931 RESPONSE

931 Record (Manual Response and Wage Entry)

Quarter Wages

Quarter Year	Base Period Wages	Weeks Worked	Hours Worked	Action
20193	8000.00	13	0520	Delete

[\[Add Quarter Wages \]](#)

Add Wages Worked Information (max 4)

• Quarter Year:

 • Base Period Wages:

 • Weeks Worked: (max 2 characters)

 • Hours Worked: (max 4 characters)

[Add to List](#) [Cancel](#)

Quarter Wages

Quarter Year	Base Period Wages	Weeks Worked	Hours Worked	Action
20193	7387.20	12	0480	Delete
20194	8000.00	13	0520	Delete
20201	8000.00	13	0520	Delete
20202	8000.00	13	0520	Delete

[\[Add Quarter Wages \]](#)

MODERNIZED SYSTEM 931 RESPONSE

01/26/16

UCFE SUPPORT SYSTEM

11:33

TC-ETA931A REQUEST FOR SEPARATION INFORMATION

OPTION: 2

SSN: - -

OFFICE: 1234

CREATION DATE: 01/26/18

EFF DT: 01/21/18

NAME: FIRST: TEST

MI: _

LAST: TEST

FIC: 422 DESTINATION: 0025

CLEAR=CANCEL ENTER=ADDRESS SCREEN F1=HELP PF3=ADD PF4=CANCEL
FE009 - ENTER DATA AND THEN PRESS THE ENTER KEY

Request is used if you already have the wages but need separation information only.

By entering the FIC/Destination the system will pull some of the required fields.

Required Fields

931A

- ▶ Option
- ▶ SSN
- ▶ EFF DT (Effective date MM/DD/YY)
- ▶ First (Claimant's first name)
- ▶ Last (claimant's last name)
- ▶ FIC (Federal Identification Code)
- ▶ Destination (Destination Code indicator for Federal Agency)

931 A REQUIRED FIELDS

934

- ▶ Request for additional information
- ▶ Message (up to 375 characters)

Fill in a message to explain to the Federal Agency the additional information you need

UCFE SUPPORT SYSTEM
TC-ETA934 REQUEST FOR ADDITIONAL INFORMATION

OPTION: 3

SSN: 001 - 01 - 0001 OFFICE: 9999

CREATION DATE: 02 / 01 / 18

EFF DT: 01 / 73 / 18

NAME: FIRST: MICHAELA MI: N LAST: BROWN

FIC: 410 DESTINATION: 0005

MESSAGE: _____

CLEAR=CANCEL ENTER=ADDRESS SCREEN PF1=HELP PF3=ADD PF4=CANCEL

Your msg to the Federal agency is displayed in order to help you better understand the response message

02/02/18

TC-ETA934 RESPONSE RECORD

10:57


SSN: -1111 REQ SEQ: 01 FIC: 489 DEST: 0001 EFF DT: 01/25/18

NAME: FIRST: BILL MI: J LAST: BROWN

RECEIVED DATE: 02/01/2018 RESPONSE CREATE DATE 01/31/2018

REQUEST

MESSAGE:

 PLEASE PROVIDE QUARTERLY WAGES AS PREVIOUSLY REQUESTED
ON 931. _____

RESPONSE MESSAGE: PLEASE POST THE WAGES AS REQUESTED BY THE CLAIMANT. WE ARE UNABLE TO PROVIDE A COMPLETE TOTAL OF QUARTERLY EARNINGS PAID TO THE CLAIMANT.

PF4=END

934 RESPONSE



QUESTIONS?

CONTACT INFORMATION:

PAULA HOBDY, CONDUENT
1-800-327-9250 OPTION 2

CINDY MORRIS, NASWA
785-221-2347